

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

October 15, 2025, 1:00 P.M.

Pursuant to due call and notice thereof, the Regular Meeting of the Public Utilities Commission, City of Princeton, was held at the Mille Lacs County Historical Society Depot Museum in the Amdall Room, 202 10th Avenue South, on October 15, 2025, at 1:00 p.m.

Meeting was called to order by Chair Edmonds at 1:00 p.m.

1. CALL TO ORDER / ROLL CALL

Commissioners: Jack Edmonds, Nick Nowak and Tom Jackson

Absent: None

PPU Staff: General Manager Keith Butcher, Electric Superintendent Jeremy Linden, Water/Power Plant Superintendent Scott Schmit, and Secretary/Treasurer Kathy Ohman.

Others: Ed Yost.

2. APPROVAL OF AGENDA

Mr. Edmonds called for additions or deletions to the agenda. There were none.

Mr. Nowak made a motion to approve the agenda of the October 15, 2025 Regular PUC Meeting. Mr. Jackson seconded. Motion carried.

3. PUBLIC COMMENTS:

There were no Public Comments.

4. CONSENT AGENDA:

- a. Public Utilities Commission Regular Meeting Minutes – September 24, 2025
- b. Certification of Accounts Payable
- c. Resolutions and Orders
 - i. Memo 25-31: Accrued Sick Leave

Mr. Jackson made a motion to approve the Consent Agenda of the October 15, 2025 Regular PUC Meeting. Mr. Nowak seconded. Motion carried.

5. REPORTS:

- a. General Manager Report
 - i. Office Manager Report
 - ii. Water/Power Plant Superintendent Report

iii. Electric Superintendent Report

b. Other Reports

i. SMMPA and EV Reports

ii. Pay Estimate #8: Phase 1 Electric Meter Cutover

6. REGULAR AGENDA

a. **2025 CAPITAL ADDITIONS**

General Manager Keith Butcher presented *Memo 25-32: Additional Equipment* requesting approval to purchase additional capital equipment in 2025. The following items have been identified for consideration: Chlorine Analyzer and Dehumidifier for the Water Department.

Discussion.

Mr. Jackson made a motion to approve the purchase of a Chlorine Analyzer and a Dehumidifier for the Water Department with an estimated budget of \$13,800. Mr. Nowak seconded. Motion carried.

b. **2026 BUDGET DISCUSSION**

General Manager Keith Butcher presented *Memo 25-33: 2026 Budget* and *Memo 25-34: 2026 Fee Schedule* for Electric and Water.

Discussion.

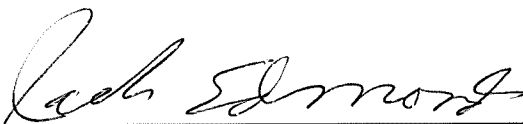
c. **STANDARDS FOR WATER SERVICE LINES**

General Manager Keith Butcher presented *Memo 25-35: Water Service Line Guide* requesting approval for a Water Service Line Guide to be used in the design, construction, and repair of service lines in Princeton.

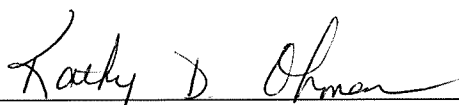
Discussion

Mr. Jackson made a motion to approve the Water Service Line Guide. Mr. Nowak seconded. Motion carried.

There being no further business, Mr. Jackson made a motion to adjourn the meeting at 1:56 p.m. Mr. Nowak seconded. Motion carried.



Chair



Secretary/Treasurer